

## General Application Requirements

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APP # 700364

### Agency Information

(Carefully read the instructions before completing this form)

#### 1. Agency Information

- a. Agency Name Tread Lightly!, Inc.
- b. Organizational Unit
- c. Address 1750 Clear Creek Drive
- e. City Fullerton State CA Zip 92853
- f. Federal Id Number 87-0481456 DUNS Number
- g. Agency fiscal year (beginning month and day) October-01
- h. Agency Type (Please check one)
- ☐ City ☐ County ☐ U.S. Forest Service
- ☐ U.S. Forest Service - Patrol District ☐ U.S. Bureau of Land Management ☐ Other Federal Agency
- ☐ Federally Recognized Native American Tribe ☐ Educational Institution ☒ Nonprofit Organization - 501(c)(3) status only
- ☐ State Agency ☐ District

#### 2. Project Information

- a. Project Name General Application Requirements
- b. Is implementing agency same as Agency (Please select Yes or No) ☒ Yes ☐ No
- c. Implementing Agency Name
- d. Amount of Funds Requested Project Cost

#### Project Request(s) Summary

#	Project Type	Project Title	Grant Request	Match	Total Project Cost

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### 3. Contact

a. Authorized Representative

Name	Lori McCullough					
Title	Chief Executive Officer					
Mailing Address	4631 Allegretto Way					
City	Granite Bay	State	CA	Zip	95746	
Telephone	(817) 946-6909			Fax		
E-mail Address	lori@treadlightly.org					

b. Project Administrator

Name	John Edens					
Title	Contract Manager					
Mailing Address	4631 Allegretto Way					
City	Granite Bay	State	CA	Zip	95746	
Telephone	(916) 201-8090			Fax		
E-mail Address	freitrain@ulink.net					

## Location Map

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**A. Location Map**

Attachments:

[Tread Trainer Course Locations](#)

## Equipment Inventory

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### A. Equipment Inventory

Has your agency purchased any Equipment with OHV Trust Funds within the last five (5) ☐ Yes ☒ No  
years? (Please select Yes or No)

#	Item Description	Make	Model	Model Year	Vehicle Identification Number (VIN) or Serial Number	Project Agreement Number

## Habitat Management Program (HMP)

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### PART 1 - ITEM 1. DETERMINE THE NEED FOR FULL FULL HABITAT MANAGEMENT PROGRAM (HMP)

All Applicants submitting Projects involving Ground Disturbing Activities are subject to HMP requirements. The HMP must cover the combined Project Area of all proposed Projects with Ground Disturbing Activities.

Applicants able to certify that none of the proposed activities listed in the Application in areas open to legal OHV Recreation contain any risk factors to special-status species and/or sensitive habitats shall submit only HMP Part 1. Applicants who cannot certify that the proposed activities listed in the Application in areas open to legal OHV Recreation do not contain any risk factors to special-status species and/or sensitive habitats shall submit HMP Parts 1 and 2.

1. Do any of your proposed projects involve Ground Disturbing Activities? (Please select Yes or No) ☐ Yes ☒ No
2. Can the Applicant certify that none of the proposed Projects with Ground Disturbing Activities in areas open to legal OHV Recreation contain any risk factors to special-status species and/or sensitive habitats? (If you checked 'Yes', you are done with HMP) (Please select Yes or No) ☐ Yes ☐ No

### PART 2 - RISK ANALYSIS, MANAGEMENT PROGRAM AND REPORTING

#### PART 2 - Section I. Summary of HMP Changes

Has the Applicant previously submitted a HMP Part 2 that is currently in use in the proposed Project Area? (Please select Yes or No) ☐ Yes ☐ No

Table 1 - Summary of HMP Changes

Changes from Previous Year	Section Where Change Occurs

#### PART 2 - Section II - Special Status Species

Table 2 - Table of All Special-Status Species and Any Other Species of Local Concern That Were Considered for Inclusion in the HMP

Species	Listing Status	Habitat	Potential for Occurrence	Addressed by HMP? If not explain why?

#### PART 2 - Section III - Map(s) of Project Area

#### PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat

#### PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat - Table 3

Table 3 - Data (Including Baseline Data) and Management Program for Species and/or Sensitive Habitats

Species/Habitat	Known Information	Methodology	Concerns / Risks / Uncertainties	Management Objective(s)	Management Action(s)	Success Criteria

**PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat - Table 4**

**Table 4: Summary of HMP Monitoring Program**

Species/Habitat	Change Detection Methodology	Effectiveness Monitoring Methodology, Including Triggers	Identify Any Applicable Validation Monitoring (Focused Studies)

**PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat - Table 5**

**Table 5. Management Review and Response; Adaptive Management**

Monitoring Methodology	How Monitoring Information Will Inform Management	How Data Will Be Analyzed	Management Response to Identified Triggers	Who Will Plan Management Response

**PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results**

**PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results - Table 6**

**Table 6: Previous Year's Monitoring Results**

Monitoring Accomplishments	Results	Were Objectives and Success Criteria Achieved?

**PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results - Table 7**

**Table 7: Management Actions Based on Monitoring Results**

Management Actions	Species/ Habitat	Date Completed or Planned - mm/dd/yyyy	Changes Needed to HMP

**PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results - Table 8**

**Table 8 Management Actions Taken in Response to HMP-related Public Concerns**

Concern Raised by Public	Actions Taken to Address the Concern

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## Soil Conservation

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### A. Soil Conservation

- a. Do any of your proposed projects involve Ground Disturbing Activities? (Please select Yes or No) ☐ Yes ☒ No

### B. Soil Conservation Plan

## Public Review Process

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### A. Public Notification Efforts

Check all that apply: (Please select applicable values)

- ☒ Notice to interested Parties/Groups (Enter date in mm/dd/yyyy format) [3/10/2010]
- ☒ Published on Applicant's Website (Enter date in mm/dd/yyyy format) [3/1/2010]
- ☐ Published in Newspaper
- ☐ News Release Issued
- ☐ Public Meeting(s) Hearing(s) Held

### B. Public Comments

Tread Lightly! received only positive comments about our grant application and the Tread Trainer program. We have also recieved excellent feedback in our post course evaluations and every participants has marked the course meets their expectation and many say that the courses have exceeded their expectations.

"This grant application proposes continuation of well-planned, well-delivered training that we already know is well-received by users. Please fund this grant – it is a great deal, especially in the context of most of the other Education grant applications, many of which cost more but deliver less. " -Randy Burleson Member, Sierra Treasure Hunters 4WD Club andCalifornia Association of 4WD Clubs

I would like to comment on the Tread Lightly grant request for Education and safety. This is a good grant that bring much needed training to California. My only concern is that there is kind of a lot for overhead. Nonetheless, it brings training to where it is needed.

Ed Stovin, CORVA

Course participants

"I found most allsections of class very interesting. I was expecting a dry boring presentation. I was pleasantly suprised at how much I enjoyed the class." - participant Ontario Tread Trainer Course

"Wonderful course and instructors. Good pace and control of class." -participant San Jose Tread Trainer Course

"Thank You!!! This was awesome and incredibly relevant." -participant Ocotillo Wells Tread Trainer Course

### C. Application Development as a result of Public Comments

- a. Were changes mades to the Application as a result of public comments? (Please select ☒ Yes ☐ No Yes or No)

- b. Describe how public comments affected the Application

Tread Lightly! changed the answer to the evaluation question number 6 based on comments from Randy Burleson

## Certifications

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### 1. Applicant Certifications

#### A. General Conditions

- A. The Applicant hereby certifies, under the penalty of perjury, compliance with the following terms and conditions: ☒
1. If the Project involves a Ground Disturbing Activity, the Applicant agrees to monitor the condition of soils and wildlife in the Project Area each year in order to determine whether the soil conservation standard adopted pursuant to Public Resource Code (PRC), Section 5090.35 and the HMP prepared pursuant to Section 5090.53(a) are being met.
  2. If the Project involves a Ground Disturbing Activity, the Applicant agrees that, whenever the soil conservation standard adopted pursuant to PRC Section 5090.35 is not being met in any portion of a Project Area, the recipient shall close temporarily that noncompliant portion, to repair and prevent accelerated erosion, until the same soil conservation standard adopted pursuant to PRC Section 5090.35 is met.
  3. If the Project involves a Ground Disturbing Activity, the Applicant agrees that, whenever the HMP prepared pursuant to PRC Section 5090.53(a) is not being met in any portion of a Project Area, the recipient shall close temporarily that noncompliant portion until the same HMP prepared pursuant to PRC Section 5090.53(a) is met.
  4. The Applicant agrees to enforce the registration of off-highway motor vehicles and the other provisions of Division 16.5 (commencing with Section 38000) of the Vehicle Code and to enforce the other applicable laws regarding the operation of off-highway motor vehicles.
  5. The Applicant agrees to cooperate with appropriate law enforcement entities to provide proper law enforcement at and around the Facility.
  6. The Applicant's Project is in accordance with local or federal plans and the strategic plan for OHV Recreation prepared by the OHMVR Division.

#### B. Programmatic Conditions

##### B. The Applicant must describe the following programmatic conditions:

1. Identify the potential for the facility to reduce illegal and unauthorized OHV Recreation activities in the surrounding areas:

Not Applicable: This program is not a site specific. The nature of the Tread Trainer program is educational. It is not place based program but generalized to the needs of a wide variety of recreational facilities. However the nature of the educational message of promoting responsible behaviors of the OHV recreationists may help to elevate these types of problems.

2. Describe how the Applicant is meeting the operations and maintenance needs of any existing OHV Recreation Facility under its jurisdiction:

Not applicable: is not a site specific program, there are not operational or maintenance needs for these courses.

#### C. Fee Collection

Describe how fees collected pursuant to Section 38230 of the Vehicle Code (in-lieu funds) are utilized and whether the fees complement the Applicant's proposed Project:

#### D. Compliance with PRC 5090.50(b)(1)(C)

Projects within the O&M category that affect lands identified as inventoried roadless areas by the U.S. Forest Service, are compliant with PRC 5090.50(b)(1)(C). (Please select Yes or No)



Yes



No

**2. Governing Body Resolution**

## Certification - Non Profits / Education

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1. **Written Agreement with Land Manager**
2. **Verification of Nonprofit 501(c)(3) Status**  
Attachments:

[Non Profit Status Letters.](#)